

**Transcript of December 14, 2011, Conference Call with Courts
About Changes to Electronic Reporting for Convictions,
Suspensions and Reinstatements**

Marcy Ralston, Manager, Driver Control, Division of Vehicles

Introductory Remarks:

I will briefly go over the notice sent to you by the project last week. The notice was pretty self-explanatory and contained a lot of information about the upcoming changes.

The first piece we'll discuss is the switch from native code to ACD (AAMVA Code Dictionary) code. This will change how we do electronic submissions.

We provided you a cheat sheet that lists the old code along with the new. As you can see, we are converting about 75 percent to ACD code.

We've discussed making this change for more than 10 years. Converting to the new DMV System provides the right opportunity to switch from native code to ACD code.

Using ACD code will improve our transmissions to other states when submitting convictions and driving records. Although it will be challenging to learn new codes, in the long run it is a better way to do business. It also provides us with more accurate records of traffic convictions, not just in Kansas, but with other states.

Code sheets will come later, when we implement the new system.

Another topic covered by the communication was the conviction layout. Currently, we have minor convictions and major convictions.

When we moved to electronic submission in 2006, we had two file types because the process for each was different. When minor convictions come in, they go straight on the driving record. For major convictions, data are converted into an abstract of conviction format and then we create an image that is put in the driver's file. We then process it from that image folder.

With the new system, we decided to merge the major and minor convictions into one layout. The motor vehicle system will pull those convictions and, based on the conviction code you submit, apply the correct sanction. We are moving toward a data-supported system rather than an image-based system. This will cut down on the manual steps related to applying convictions.

Currently you are able to submit up to seven minor convictions at once. With the change, you will have to submit each conviction separately. You will no longer lump all of a driver's convictions into one submission. This is so the new system can apply the right sanctions to the driver's record.

The suspension and reinstatement layout did not change a lot. There are new fields, especially with case numbers. You will be able to submit only one charge per suspension rather than the three you are currently allowed. That will help us with electronic reinstatements submitted through the new system. Electronic reinstatements match the case number related to the suspension and will automatically reinstate. This removes the manual process we have today.

**Doug Appenfeller, Interface/Core Development,
DMV Modernization Project Technology Team**

Introductory Remarks:

Since we are changing the file layout and number of files, the transmission application you currently use will also change. That is what we are working on now. It will be similar to what you have now, but instead of sending up to three files, you will only send up to two. The way you get the results should stay the same.

We plan to have something available for you by February 1. Also around that time, we should have instructions and sample files for you.

When we go live with the new DMV System, you will not be able to use old files. Since we are creating a new application, you will use your old application to continue to send your production data. Until we go live, you will use the new application only in the test environment. You want to make sure you do not overwrite the current application with the new one.

After we go live, we will stop processing the old messages because we will be pulling from the new database environment. We will probably keep the old system up for a period of time after we go live to ensure you get results back from the old system. Keep in mind that it will only be there to check result records. Anything new you submit will not be processed.

Questions and Answers

Q. February 1 is the target date for testing and the new system will go live at a later date, correct?

A. Yes.

Q. Will the new system make the reinstatements happen faster?

A. Yes. The manual piece will be gone and convictions/suspensions will automatically match to records in an overnight batch process. This will apply only to those suspension submitted after we start using the new system. Anything you submit now, even with the current electronic submission, will not match automatically.

Q. You say you want one conviction per person. If a person is found guilty of seven charges, do you want seven records, or just one per person?

A. Right now, you can send seven convictions per person on one record. In the future, you will submit a separate record for each conviction.

Q. *Do we need to start sending in separate records for each conviction now, or start when the system goes live?*

A. Some courts are doing it now. Whether you start now is up to you. However, when the new system goes live, you must start submitting one record for each conviction.

Q. *When we first started electronic submission, we had a final test where you approved each of us. Will it be the same this time?*

A. There will not be a test to pass. Instead, you will have time to test how the new codes, layout and transmission application work before we go live with the new system. However, once we convert, you must switch to the new way. You will receive test records you can use to practice, but there won't be a test you pass or fail.

Q. *When do you expect to go live with the new system?*

A. Currently, we plan on mid-March.

Q. *Do you need only numeric case numbers, or can they be alphanumeric?*

A. You can use any combination of alphanumeric and other characters. If you have one case number with different charges, you must differentiate each one with either a letter (A, B, C) or number (1, 2, 3) added to make it unique.

Q. *Can we start using the new codes now, or do we need to wait until you go live with the new system?*

A. We can't accept the new codes until we convert to the new system.

Q. *Will we need to set aside time to update our conviction code master table and database as soon as you launch your new system?*

A. Work with your vendor to set up a test environment with the new codes so you can do it before we convert to the new system. Then, when we do convert, your vendor only has to move it from the test environment to production. We will not be able to accept submissions for a day or two while conversion is under way. We can't say today how long conversion will take, but there will be opportunity for you to switch over at the same time. As soon as we know, we will tell you how long we expect conversion to take.

Q. *Will there be a manual process for reinstatements during the conversion period?*

A. We can't answer at this time. When we know for sure how conversion will affect our business processes, we will share that information with you.

Q. *Do you expect the error file format to change?*

A. The format should be similar to what you see now. The error message might change some, but the messages should be easier to understand in the future. This will help you resolve issues on your own.

Q. *Have you added any filters on the errors? Will records error out for any other reasons?*

A. We will maintain most of what we have already. You may actually see fewer errors because we will take some of the records without an exact match and put them in a queue to process rather than have them send an error message to you.

Q. *How will EM2 codes work in the future?*

A. We will not use any retired codes in the new system. Though the EM2 codes sent in from other states will go on the Kansas record, we will not send retired EM2 codes out of state.

Q. *Will we change the way we enter statutes in the new system (example 8-1558 would be 08.1558)?*

A. No. This will remain the same.

Q. *How many states are using ACD code now?*

A. All states must use ACD code when transmitting records to each other. Each state decides whether to keep it in ACD code or to transcribe it to state code. Switching to ACD code will eliminate the need to transcribe or to a different code.

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